Minutes of the Executive Board Meeting  
Held Thursday, June 27th, 2013  
5:30 p.m.

<table>
<thead>
<tr>
<th>Member</th>
<th>Agency</th>
<th>Present</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Judy Gilmour</td>
<td>Kendall Co Board</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Richard Randall/Scott Koster</td>
<td>KCSO</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Floyd Dierzen/David Thompson</td>
<td>Newark Fire District</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Richard Dickson/James McCarty</td>
<td>BKFD</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Darald Nelson/Jim Davis</td>
<td>Village of Newark</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Dick Kuhn/Rick Neitzer</td>
<td>Oswego Fire District</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Jim Horton/Tom Fletcher</td>
<td>Lisbon Seward FD</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Larry Nelson</td>
<td>Member at Large</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Don Brummel/Greg Witek</td>
<td>LRFFD</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Gary Golinski/Rose Spears</td>
<td>City of Yorkville</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Gail Johnson/Brian Leclerc</td>
<td>Village of Oswego</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Bob Hausler/Scott Mulliner</td>
<td>City of Plano</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

Others present were: Lynette Bergeron, KenCom Assistant Director; Bonnie Walters, KenCom Recording Secretary; Josh Flanders, Operations Board Vice Chairman; James McCarty, Bristol Kendall Fire District.

Greg Witek called the meeting to order and requested a roll call of the membership. Ten members were present creating the necessary quorum for voting purposes.

Witek called for a motion to approve the agenda. Johnson made the motion, seconded by Dickson. All members present voted aye. Motion carried.

Witek called for Public Comment. None

Witek called for Correspondence. None

Report of the Operations Board Chair- Josh Flanders stated currently the unique identifiers for the police are a three digit ID, but they are all currently taken. Director Farris is looking into other options for Montgomery Police Department and any future police departments. Flanders said there was also discussion at the Operation Board meeting on current and future numbering for the fire identifiers. A motion and a second were made to mandate the three digit numbering system except for Owego Fire Department, and after additional discussion the motion was defeated by a roll call vote. The fire departments can continue to follow one of the two methods that are in place, and examples are given in the current policy. Flanders stated the Montgomery Fire water tower project is moving forward. Flanders stated the Chiefs of Police approved the presentation by the States Attorney’s office and court services to have KenCom work with the States Attorney’s office to create a standard notification program to fulfill the requirements of the Bishop Protocol. Flanders gave an update on Everbridge that the AT&T database is loaded into Everbridge and approximately 25% of the numbers did not validate. Flanders mentioned they believed most of the numbers were relative easy fixes, and Jillian from KenCom is working on fixing the errors and getting the file back to Everbridge. Flanders stated a press release will hopefully be put out in the next week to announce to the public and give residents the option to
Flanders stated that future updates to Everbridge will not affect the opt in users, and that they are also working with AT&T in getting the corrections made so future updates will be correct. Discussion Ensued.

Witek called for a motion to approve the May 23, 2013 meeting minutes. L Nelson mentioned an error in the titling of his agency. Randall made a motion to approve the amended minutes, seconded by Johnson. All members voted aye. Motion carried. Witek stated the minutes from the Operations Board and Finance Board are contained in the packet behind the minutes of the Executive Board for information purposes.

Witek called for the Finance Committee Report:
Treasurers Report- L Nelson reviewed the May 2013 Treasurer’s Report. Thompson made a motion to approve the Treasurer’s Report, seconded by Mulliner. All members voted aye. Motion carried.

Operation Bills/Surcharge Bills- Witek called for a motion to give a final approval for the paid June 2013 Operations Bills in the amount of $138,239.83 with deposits in the amount of $941,325.62, and the paid June 2013 Surcharge Bills in the amount of $38,083.84 with deposit in the amount of $87,723.97. Neitzer made a motion to approve the bills as presented by the Finance Committee, seconded by Randall. Discussion Ensued. A roll call vote was taken with all ten members voting aye. Motion carried.

Anticipated Expenses- Bergeron reviewed the anticipated expenses in the amount of $2,500.00, as requested by the Finance Committee. The equipment expenses are as follows: Document Shredding expenses not to exceed $500.00, Portable Radio Batteries & Charger in the amount of $1,000.00, and Weatherstation Software in the amount of $1,000.00. Randall made a motion to approve the equipment expenses not to exceed $2,500.00, seconded by Dickson. A roll call vote was taken with all ten members voting aye. Motion carried. L Nelson mentioned to the board that the Finance Committee has already authorized the payment of $7,000 for mapping services to bring in Montgomery Police, Fire, and Aurora Township Fire. Bergeron mentioned the last item is an annual usage fee to EMnet for $588. Bergeron stated EMnet provides weather warnings, terrorism warnings, and MABAS response information for KenCom. Bergeron stated this service was introduced several years ago and used to be a free service, but now they are asking for $588 per year to continue this service. L Nelson made a motion to pay the EMnet annual service in the amount of $588 per year, seconded by Johnson. A roll call was taken with all ten members voting aye. Motion carried. Discussion Ensued. The board discussed to take the Document Shredding and Mapping Services in the amount of $7,500 out of the Operational Fund, and the portable Radio Batteries & Charger and Weatherstation software in the amount of $2,000 out of the Capital Fund.

Witek called for Old Business:
Project Update- Bergeron stated the only item outstanding is the recording software. Bergeron stated they have just released the new software to KenCom and is being tested, and once approved by KenCom it will be installed. Discussion ensued. L Nelson mentioned once the last project is completed and closed to give the Executive Board a final summary sheet.
Everbridge Implementation Update- Josh Flanders covered during the Report of the Operations Board Chair.

Radio System- L Nelson reviewed the progress of the radio system. L Nelson stated an antenna is being hung on the Montgomery water tower on July 7th, and all but one piece of equipment is delivered and being configured. L Nelson stated the test site should be up and running by July 15th. L Nelson stated they have also been working on designs for the southeast and west side of the county to address other radio issues. Discussion Ensued. L Nelson stated they are also adding receive sites in Montgomery and Oswego and in the south end of the county to improve reception on the hand held radios. Discussion Ensued.

Montgomery Police- L Nelson stated the contract has been signed by all parties. KenCom is making the necessary steps forward to onboard Montgomery Police.

Montgomery Countryside Fire District- L Nelson stated he sent Montgomery Fire the same contract as Montgomery Police and Aurora Township with modifications. L Nelson stated he received a note from Montgomery Fire that they wanted added to the contract that they do not ever have to change their vehicle numbering. L Nelson stated he did not want to write contracts precluding the Operations Board from making changes in the future. Discussion Ensued.

Aurora Township- L Nelson stated the contract is signed, but he does not have the contract back yet.

Formal Reviews of KenCom Management- Witek reviewed a memo from Farris stating Gail Johnson and Dave Farris continue working on the formal reviews of KenCom Management and are not prepared to present anything at the meeting. Johnson asked any member with input to please contact her.

Collective Negotiating- Witek stated there is no new information to report.

Other Old business- No Action

Witek called for New Business:
Other New business- No Action

Closed Session- No Action

Witek called for the Director’s Report. Bergeron reviewed the attached Directors Report. Bergeron stated one dispatcher has already been hired and started on July 19th and she was a former employee so very little training is needed. Bergeron stated she has another interview on Monday in the effort to fill the second dispatcher position. Bergeron noted that all the Montgomery Dispatchers that she received applications from found other positions before the contract was signed. Discussion Ensued. Witek addressed to the board about the process for the new agencies to vote on the Operations Board. The board agreed once the contract is signed they have the right to vote on the Operations Board. L Nelson stated the board needs two names from all three agencies and the Executive Board will appoint them to the Operations Board. Johnson
mentioned the board should announce the names in July and vote the following month. Discussion Ensued. Bergeron stated the newsletter is attached and wireless 9-1-1 statistics for the month of May 2013 represented 78% of calls received.

Witek stated the next meeting is scheduled for July 25th, 2013 at 5:30 p.m. in the same room.

Thompson made a motion to adjourn the meeting, seconded by Randall. All members present voted aye. Motion carried. The meeting was adjourned at 6:25 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Richard Randall
Secretary